

**DESIGNERS SECTION MEETING
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,
PROFESSIONAL ENGINEERS, DESIGNERS AND LAND SURVEYORS
MINUTES
MADISON ,WI
THURSDAY, JANUARY 17, 2002**

PRESENT: James Dorn, Michael Ohberg and Donna Rozar

EXCUSED: Robert Pertzborn and Karen Kalishek

STAFF PRESENT: Katharine Hildebrand, Patty Williams

CALL TO ORDER

James Dorn called the meeting to order at 9:50 a.m. A quorum of 3 members was present.

AGENDA

MOTION: Donna Rozar moved, seconded by Michael Ohberg, to approve the agenda as published. Motion carried unanimously.

MINUTES (10/4/01)

MOTION: Donna Rozar moved, seconded by Michael Ohberg, to approve the minutes as published. Motion carried unanimously.

ADMINISTRATIVE REPORT

Katharine Hildebrand, Bureau Director

- Section Roster

Correct the spelling of Michael Ohberg.

- Election of Officers

MOTION: Donna Rozar moved, seconded by Jim Dorn, that Jim Dorn remain as Chair, that Donna Rozar remain as Vice-Chair and Michael Ohberg was elected as Secretary. Motion carried unanimously.

- 2002 Meeting Dates

The Section approved the 2002 meeting dates. Donna Rozar will not be available on August 14th for the screening panel. She is going on a Missions trip to Guatemala with her church August 11th - August 20th.

- **Applications Reviewed by Staff**

Williams reviewed the Board Review Process in licensing individuals after they have taken the exam. In order to streamline the process and avoid delays in issuing credentials to individuals who passed the exam, the Section agreed to delegate to staff the authority to issue a credential to anyone who passes the exam since the Section has already approved the applications involved.

MOTION: Donna Rozar moved, seconded by Michael Ohberg, that the Section delegate to staff the authority to approve any applicant for licensure who has over eight years of experience and has passed the certifying exam, and to change the examination application form to request the applicant to include references on the examination application instead of on the licensing application. Motion carried unanimously.

The Section would like to review the revisions to the examination application form before the form is sent out to be printed.

MOTION: Michael Ohberg moved, seconded by Donna Rozar, to change the Wisconsin Administrative code 5.04 (2) to require a minimum of 8 years of experience to sit for the exam to conform with state statute 443.07(1)(a). Motion carried unanimously.

The above change to the statutes will be ready for the Section's April 10th Rules Committee meeting.

The Section will add to the examination application form a place to indicate whether the applicant has taken and passed any professional exams in Wisconsin or any other state, with a request that the applicant provide certification of any exam scores they have received.

- **To Do List**

Noted.

- **Regulatory Digest Draft**

A notice will be included in the Regulatory Digest announcing that Michael Ohberg has been appointed to the Designer Section of the Joint Board. Ohberg is employed as the city of Waukesha Electrical Inspector, Master Electrician.

- **Summary Reports on Pending Court Cases, Disciplinary Cases and Administrative Rules**

Noted

SECTION MEMBER ACTIVITY

Donna Rozar is running for Wood County Board Supervisor.

LEGISLATIVE ISSUES

Update and Action Plan Regarding Proposed Bill Draft

Hildebrand reported that the Department's Legislative Liaison, Myra Shelton, indicated that the proposed bill draft is still at the Legislative Reference Bureau (LRB) and had recommended that the Section find a legislator to sponsor this bill. This issue will be brought up at the Joint Board meeting. Hildebrand will call Scott Becher, Representative Wickert's chief of staff, and arrange for Jim Dorn to talk to Wickert. Also, Donna Rozar will talk to Representative Mary Ann Lippert about sponsoring the bill to get the bill moved through the legislative process.

MISCELLANEOUS CORRESPONDENCE/INFORMATION

Correspondence from the Arizona State Board of Technical Registration Regarding Fire Protection Systems Design

Hildebrand reviewed the memo from Nan Mitchell in the agenda packet. Jim Dorn indicated it is not required that a person who designs fire protection systems be an engineer.

Correspondence from James R. Coleman (Wyoming) Regarding Wisconsin's System of Licensure for Designers

Jim Dorn will put this letter in the Wisconsin Society of Professional Designers.

NEW BUSINESS

Nothing to report

CLOSED SESSION

MOTION: Jim Dorn moved, seconded by Michael Ohberg, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.; to consider licensure or discipline (s. 19.85(1)(b), Stats.; to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.; and, to confer with legal counsel (s. 19.85(1)(g), Stats. Motion carried unanimously.

Open Session recessed at: 12:25 p.m.

RECONVENE TO OPEN SESSION

MOTION: Donna Rozar moved, seconded by Michael Ohberg, to reconvene into open session at 1:00 p.m. Motion carried unanimously.

**VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION,
IF VOTING IS APPROPRIATE**

APPLICATIONS REVIEWED ON January 17, 2002

The Section took the following action on applications

PERMIT AS A DESIGNER OF ENGINEERING SYSTEMS

1. By Written Examination -- ss. 443.07(1)(a), Stats.

Approved

Dewhurst, David
Schlicher, Daniel
Wold, Shawn

2. By Experience Provision -- ss. 443.07(1)(b), Stats.

Approved

Polfuss, James
Rasmussen, Paul
Remy, Jeffery
Retlick, Michael
Schell, Steven

FOR DESIGNER OF ENGINEERING SYSTEMS EXAMINATION

1. By 7 years experience -- ss. A-E 5.04(2), Wis. Admin. Code

Approved

Hunter, Thomas
Pitts, Daniel
Hollingsworth, James
Brantmeier, Brian
Pogorzelski, Chris

MOTION: Donna Rozar moved, seconded by Michael Ohberg, to approve David Dewhurst, Daniel Schlicher and Shawn Wold, to receive a design license by passed exam. Motion carried unanimously.

MOTION: Michael Ohberg moved, seconded by Donna Rozar, to grant James Polfuss, Paul Rasmussen, Jeffery Remy, Michael Retlick, Steven Schell, a design license by experience. Motion carried unanimously.

MOTION: Donna Rozar moved, seconded by Michael Ohberg, to approve Thomas Hunter, Daniel Pitts, James Hollingsworth, Brian Brantmeier, Chris Pogorzelski, to take the design exam. Motion carried unanimously.

SUCH OTHER ITEMS AS AUTHORIZED BY LAW

Nothing to report.

ADJOURNMENT

MOTION: Donna Rozar moved, seconded by Michael Ohberg, to adjourn the meeting at 1:13 p.m. Motion carried unanimously.

Next Meeting: Thursday, May 30, 2002

DATE: March 25, 2002
TO: Katharine Hildebrand
FROM: Grace Schwingel
SUBJECT: DESIGNERS SECTION MEETING JANUARY 17, 2002, TO DO LIST

1. Bring up at the Joint Board meeting that board members need to contact legislators to sponsor the Section's proposed bill draft.
2. **Wayne Austin** will change the Wisconsin Administrative code 5.04 (2) to require a minimum of 8 years of experience to sit for the exam to conform with State Statute 443.07(1)(a). A draft of the change to the statutes will be ready for the Section's April 10th Rules Committee meeting.
3. **Hildebrand** will call Scott Becher, Representative Wickert's chief of staff and arrange for **Jim Dorn** to talk to Representative Wickert. **Donna Rozar** will talk to Representative Mary Ann Lippert about sponsoring the bill to get the bill moved through the legislative process.